

Bramblewood

FUNCTION KIT



VENUE SNAPSHOT

Address: 142 Carool Road, Bilambil, NSW (viewings available by appointment)

CONTACT

Daniel

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VENUE HIRE

ELOPEMENTS & MICRO WEDDINGS (MONDAY - THURSDAY)

0 - 5 guests \$1,000 (4 hours) \$1,500 (full day)

6 - 25 guests \$1,500 (4 hours) \$2,000 (full day)

*Includes 1 toilet

WEDDINGS & EVENTS (MONDAY - SUNDAY)*

26 - 50 guests \$3,000

51 - 100 guests \$4,000

101 - 150 guests \$5,000

* Venue hire fee includes the day before and day after your event to allow adequate time for bump-in and bump-out.

TOILETS

A suitable amount of portable toilets for the amount of guests will need to be hired for the event.

Toilets are supplied by Portable Powder Rooms and arranged by Bramblewood.

www.portablepowderrooms.com.au

The cost for 2 unisex toilets is \$1,100 incl gst (this is invoiced in addition to the venue hire).

1 basic portaloos toilet is included in the elopement/micro wedding package but can be upgraded to the Portable Powder Rooms toilets for an additional fee.

All portable toilets are removed from the site within 24 hours of the event.

EXTRAS

FIREPIT \$250 (includes ute load of firewood)

WINE BARRELS (X 6) & TRESTLE TABLES (X 15) ARE AVAILABLE FOR COMPLIMENTARY USE ON SITE.

WINE BARRELS ARE TO STAY IN THE SHACK ONLY

QUESTIONS

What is the capacity? 150 pax

What is the Curfew? 9.30pm

Is accommodation available onsite? No

Is an approved event coordinator required? Yes

Are guests required to bus to the venue? Yes

Are portable bathrooms required? Yes

Is a structure included onsite? Yes

Welcome to Bramblewood.

Thank you for choosing to conduct your event at our property. Here are some guidelines to assist.

These terms and conditions constitute an agreement between the 'client' and Bramblewood. The 'client' referred to herein shall be the person responsible for payment of all charges associated with venue hire.

The terms and conditions herein will be binding upon signing and payment of deposit.

COMPLIANCE WITH DA CONSENT & COUNCIL APPROVED DOCUMENTS

All events are to comply with the requirements of the DA consent (DA 18/0323) as well as the recommendations of the Environmental Noise Impact Report (CRG Acoustic, December 2018) and Draft Operational Management Plan (Planit Consulting, May 2019, Version D)

MAXIMUM AMOUNT OF GUESTS

The maximum number of guests at any event is limited to 150 persons.

EVENT COORDINATOR

All events must engage the services of an approved event coordinator who must be on site during the whole of the function. This is a condition of our insurance policy. These are the coordinators that we work with:

Tweed Valley Events | Rebecca 0434 536 149
tweedvalleyevents@gmail.com | www.tweedvalleyevents.com

Luxe Elopements (under 50 guests) | Sarah-Jane 0447 206 245
love@luxeeelopements.com.au | www.luxeeelopements.com.au

Hitched in Paradise (under 50 guests) | Tarnie 0414 648 799
hello@hitchedparadise.com.au | www.hitchedparadise.com.au

Gold Coast Pop Up Weddings | Contact: 1800 476787
info@goldcoastpopupweddings.com | www.goldcoastpopupweddings.com

Forever Us | Joanne 0487 391 128
foreverus.com.au | info@foreverus.com.au

The Events Lounge | Rachael 0488 065 317
info@theeventslounge.com.au | www.theeventslounge.com.au

Under the Harbour | Natalie 0481 729 593
natalie@undertheharbour.com.au | www.undertheharbour.com.au

The Girl Who Cried Wolfe | Jo 0438 449 521
jo@thegirlwhocriedwolfe.com | www.thegirlwhocriedwolfe.com

If you are planning your event with another coordinator, authorisation must be obtained from Bramblewood prior to the event.

INSURANCE

Bramblewood does not accept any liability for injury to persons or damage to equipment and belongings brought onto the property during the event. The client and contractors must obtain prior written approval for entry into the paddocks containing livestock.

Any costs associated with loss of, or injury to, livestock or damage to property facilities occurring during the event as a result of actions of either the client, the client's guests or the client's contractors will be the liability of the client (whether or not prior consent was obtained).

We require proof at least one month prior to your event that your event coordinator has minimum 10 million dollar Public Liability Insurance policy.

Certificates of Currency of Insurance for all vendors coming onto the property must also be presented before they enter the property.

If proof of insurance is not provided if required, then the owner reserves the right to cancel the event.

ACCESS & PARKING

The venue has private parking for approximately 6 cars. Private parking is reserved for wedding party, elderly or disabled guests and suppliers. All other guests are to arrive by minibus/multi passenger vehicle (maxi taxi). No parking is permitted on the street or anywhere other than the designated parking area. The wedding coordinators are familiar with the best transport options and will advise. Large coaches, stretch limousines, stretch hummers are not suitable for the winding driveway and are not permitted on the property. Large coaches are also banned from unloading/parking on the verge of Carool Road.

- The access is approximately 1 km of steep, narrow winding farm road
- There are passing bays approximately every 70 metres
- Give Way always to vehicles coming UP the road
- No passing on the cement section of road or on the bridge
- Speed limit is maximum 20 km/h
- Watch for wildlife on road! We have many wallabies, pythons, echidnas, etc. living here so keep your eyes peeled
- 4wd vehicles are highly recommended
- Ubers are banned as they will not return to pick up

STRUCTURE

If a marquee is erected you must follow these regulations:

- Height of the marquee walls must not exceed 4m
- Total height must not exceed 6m
- Total square metres must not exceed 300
- Marquee must be dismantled the day after the event

Clients need to be aware bad weather may be a factor. The hire, erection and delivery of any structures will be the client's responsibility.

CURFEW

Venue operation hours are 10am - 10pm, Monday to Sunday. All events must finish by 9:30pm, with all service providers and guests to be off the site by 10pm. Please respect our neighbours and community as you leave the venue. The venue will be closed promptly at these times.

SOUND CONDITIONS

All events are to comply with the recommendations of the approved a Environmental Noise Impact Report (CRG Acoustic, December 2018) as specified below:

- PA speakers should be limited to an average maximum source level of 88 dB(A) measured at 3m.
- Any speakers be elevated a maximum of 1.8m above ground level.
- No live percussion instruments be used.
- Hours of operation be limited to 10am to 10pm.
- Music cease at 9.30pm, with buses all offsite by 9.55pm.

CATERERS

You must engage the services of an approved catering company. Consult with your coordinator about suggestions. 2 x staff meals are to be provided to Bramblewood.

The preparation and sale of food shall comply with the Food Act 2003 and the NSW Food Authority's Guidelines for Mobile Food Vending Vehicles and Guidelines for Food Businesses at Temporary Events.

All food business operators shall maintain current notification to Council and be subject to Councils inspection program with adopted applicable fees.

DELIVERIES

All deliveries to the premises are to occur only within the hours of 7:00am to 9:30pm Monday to Sundays, unless otherwise approved by Councils General Manager or his delegate. Urgent or medical related deliveries exempted.

GENERATOR

There is power available at the two mains boxes although a generator is recommended in the case of a power outage.

LIABILITY

We, the venue, accept no responsibility or liability for any loss or damage to any property belonging to the client or the clients guests, including hire equipment and all the guests that are on site. We reserve the right in our absolute discretion to exclude or remove any undesirable persons from the event or premises without liability.

CONDUCT

The client shall conduct the function in an orderly manner and in full compliance with these terms and conditions in accordance with all applicable laws.

The client will also be responsible for any damage by their guests to the grounds and costs involved in the repair. Filming of the venue for use in any promotion or advertising may not be used without the owners prior written consent. The function/event is to be conducted so as not to cause disruption to the amenity of the locality, particularly by way of the emission of noise, dust and odours or the like.

No use of mechanical amusement devices

All activities shall be carried out in accordance with the requirements of Liquor and Gaming NSW and NSW Police

FILMING OR PUBLICITY

Without limiting the confidentiality obligations outlined above, filming of the venue for use in any promotion, advertising or other publicity is not permitted without the owners prior written consent (which may withhold in its absolute discretion).

FIRE PIT

- The Firepit is provided for your enjoyment. The usage charge for a ute load of quality hardwood is \$250.
- The fire pit will only be accessed by one of the approved event coordinators' staff
- The fire pit cage is HOT
- The fire pit is to be the only fire on the grounds

WATER

Tank water is available at both power boxes. This water is not potable and only for cleaning purposes.

DAY AFTER CLEAN UP

Site must be left how it was found including removal of cigarette butts and bottle tops, if this is not the case cleaning fees will apply. Ensure all rubbish is collected and disposed of in the bins provided. Bramblewood will arrange disposal of rubbish by an external supplier.

BOOKING/CONFIRMATION

To confirm your event booking you will need to complete the "BOOKING FORM" and send via email together with payment of your retainer. We are very happy to hold tentative bookings for a maximum period of 7 days. If the confirmation and retainer have not been received in this time period, the date will be released.

- We require a non-refundable retainer of 50% of the venue hire to secure the booking
- The balance to be paid no later than 60 days prior to the date of the function

CANCELLATIONS

All cancellations are required in writing.

All cancellations will be subject to the following conditions and charges:

1. Functions cancelled will forfeit the retainer.
2. Functions cancelled within 90 days of the event will incur the full tariff payable for the function.

UNFORSEEN CIRCUMSTANCES

Bramblewood reserves the right to cancel any booking and refund any retainer/payment at any time, should an unforeseen event beyond the venue's control occur - including major incidents, natural disasters, terrorist or criminal activities. Bramblewood will not be responsible for costs incurred or compensation for any unforeseen circumstances affecting the client.

PHOTOGRAPHY

Bramblewood requests five photos from the event that we could use on our website/instagram account. We also reserve the right to photograph the setting up and dismantling of the event for our own uses.

PROPERTY BOUNDARIES (ATTACHMENT 1A)



THE EVENT AREA

- The allocated area and surrounding lawns are available for your exclusive use on the day of your event only
- All care is taken to maintain the gardens to a high standard at all times, however please be aware weather patterns are out of our control
- Fireworks are not permitted
- Pets are only permitted with prior consent from Bramblewood
- All guests are to remain within the allocated area throughout the event, see attachment 1A for boundaries. This is a condition of our insurance policy.